

ADMINISTRATIVE ORDER OF THE
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS

Pursuant to the authority vested in me, at the direction of the Chief Judge, and in light of the ongoing public health and commercial concerns raised by the COVID-19 health emergency, I hereby direct that:

(1) petitions in eviction proceedings pursuant to Article 7 of the Real Property Actions and Proceedings Law shall include a Notice to Respondent Tenant in the form attached as Exh. 1 (if filing within the City of New York) or Exh. 2 (if filing outside the City of New York), printed on colored paper to enhance its distinctiveness and effectiveness; and

(2) filing and service of process in eviction proceedings shall be governed by AO/267/20.

This order shall take effect immediately, and shall supersede the provisions of any prior administrative order inconsistent with its terms.



Chief Administrative Judge

Dated: November 17, 2020

AO/268/20

EXHIBIT 1

NOTICE TO RESPONDENT TENANT

**DURING THE CORONAVIRUS EMERGENCY,
YOU MIGHT BE ENTITLED BY LAW TO SPECIAL
DEFENSES AND PROTECTIONS RELATING TO
EVICTIONS.**

**PLEASE CONTACT YOUR ATTORNEY
IMMEDIATELY FOR MORE INFORMATION.**

**IF YOU DON'T HAVE AN ATTORNEY, PLEASE
CALL**

718-557-1379

OR VISIT

www.nycourts.gov/evictions/nyc/

AVISO A INQUILINO DEMANDADO

**DURANTE LA EMERGENCIA POR CORONA
VIRUS, PUEDA QUE POR LEY USTED TENGA
DERECHO A DEFENSAS Y PROTECCIONES
ESPECIALES RELACIONADAS CON
DESALOJOS.**

**POR FAVOR COMUNIQUESE CON SU
ABOGADO INMEDIATAMENTE PARA OBTENER
MAS INFORMACIÓN.**

SI NO TIENE ABOGADO, LLAME AL

718-557-1379

O VISITE

www.nycourts.gov/evictions/nyc/

EXHIBIT 2

NOTICE TO RESPONDENT TENANT

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